

DEPARTMENTAL BUDGET INFORMATION NON-DEPARTMENTAL (35)

MISSION

The Non-Departmental budget provides funds for activities that are not the responsibility of any other single agency.

DESCRIPTION

This agency provides funding for expenditures which are not specifically associated with any single department's activities and include funding for the Greater Detroit Resource Recovery Authority, Detroit Building Authority and Detroit Cable Communications Commission.

Non-Departmental is also the depository agency for General Fund subsidy appropriations for enterprise activities and for a wide variety of General Fund revenues that cannot be credited to any specific department.

The purpose of the **Greater Detroit Resource Recovery Authority (GDRRA)** is to provide efficient, environmentally responsible waste disposal service to the residential, commercial, industrial sectors of Detroit. This includes the acquisition, construction, improvement, enlargement, extension and operation of solid waste disposal facilities. The Authority's activities encompass parts of a total waste management system (post collection) including transportation, recoverable materials marketing (recycling), generation and sale of waste derived fuel energy products (steam and electricity), and disposal. The Authority is a component unit and is legally separate from the City of Detroit.

The **Detroit Building Authority** was established to assist City Departments in

expeditiously carrying out their Capital Improvement programs. The responsibilities of the DBA includes: administering capital projects from start to completion by; encumbering project funds via a Contract of Lease, distributing bid documents and request for proposals, issuing contract awards securing required Human Rights Clearances, preparation and execution of all contract documents. The DBA also reviews and approves contract invoices. Payments to contractors and vendors are made directly by the DBA. Additional oversight responsibilities include monitoring design development, all aspects of construction and inspection for each capital project managed by the DBA.

In addition, the DBA administers the Special Areas Maintenance Program (SAM), which covers 35 commercial areas throughout the City. The services provided by SAM involves supplying contractors to perform landscape, mechanical, electrical, structural, and general maintenance in the referenced 35 areas.

The **Detroit Cable Communications Commission (DCCC)** has two functions: Administration and Regulation; and operation of the Government and Educational Access Channels. The DCCC's primary responsibility is for the oversight and compliance of the cable operator with the terms and conditions of the current cable franchise agreement. The negotiation and enforcement of all new telecommunication and cable franchises is a related responsibility. The DCCC is also responsible for the oversight and operation of the Government and Educational Access cable channels, including coverage of City

DEPARTMENTAL BUDGET INFORMATION NON-DEPARTMENTAL (35)

Departments, the Mayor's Office, City Council and events that are relevant to Detroit and its citizens.

MAJOR INITIATIVES

Greater Detroit Resource Recovery

Authority

Explore opportunities to provide convenient locations for resident drop-off/delivery of bulky waste.

Explore opportunities to accept and process tree trimmings and tree debris as a supplemental fuel to the facility or other end users.

Detroit Building Authority

In recent years, the DBA has been involved with a variety of diverse funding scenarios to support its capital improvement projects; i.e., private donors, grants and revenue bonds. As a result of the changes required to accommodate "non-traditional project financing", we are developing a new and more comprehensive accounting procedures manual. The manual will clearly standardize procedures related to the various funding scenarios.

Detroit Cable Communications Commission

Government / Educational Access

(1) Cable Franchise Fee (Revenues) to be appropriated consistent with the City Charter for the operation of the commission, and for the support and promotion of extensive community, municipal and educational utilization of the cable communications system. (2) Increase production and post-production activity to develop programming content that focuses primarily on the various Departments,

Boards, Commissions and other Governmental and Educational entities within the City of Detroit. (3) Increase playback hours to 24-hour broadcast for both government and educational channels. (4) Establish a program acquisition budget for government and educational channels. (5) Design, implement and maintain the Detroit Cable Communications website. (6) Per the Franchise Agreement, activate at least one other Government Access Channel and one other Educational Access Channel for use by the Detroit Public Schools. (7) Develop a Municipal-owned Satellite Uplink Facility for Teleconferencing Capability and Program Acquisition for Government and Educational Access (8) Develop Close Captioning capability for the hearing-impaired.

Regulatory Compliance

(1) Implement model fee structure for use and access to public rights-of-way by telecommunications providers. (2) Assess, bill and collect fees imposed on telecommunications providers. Monitor and update comprehensive public inspection files. (3) Collate all engineering maps into a comprehensive, detailed map detailing all fiber optic construction in the City. (4) Develop and implement a Customer Service Bill of Rights for cable subscribers. Produce 3-4 public service announcements highlighting customer service rights and grievance procedures to be aired on PEG Access channels. (5) Monitor regulatory compliance for cable service provider and telecommunications providers under federal, state and local laws and statutes. (6) Complete renegotiations and steadfastly enforce the provisions of the new Nonexclusive City of Detroit/Comcast Cablevision of Detroit, INC. Cable

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Communications Service Franchise Agreement (FY 2001/2002).

PLANNING FOR THE FUTURE

Greater Detroit Resource Recovery Authority

Develop a long-range strategy to prepare for the post 2009 Solid Waste Management Plan for Detroit; GDDRA bond indebtedness terminates June 2009.

Detroit Building Authority

It has always been the goal of the Detroit Building Authority to consistently improve the services that we provide to our customers. The DBA seeks to achieve this objective in a variety of ways, such as exploring opportunities to complete projects ahead of schedule and reducing project costs.

Over the next (5) years, the DBA expects to manage a larger number of construction projects using various funding sources. Our new comprehensive project manager's manual will set forth clear standardized procedures for managing projects from start to completion. Also, our new customized accounting system will provide increased efficiency in managing the funds for larger and more diverse projects. The DBA is in the planning stages of creating an updated Accounting Procedures Manual to standardized procedures for managing unique funding situations and larger projects. The DBA will also continue to implement the latest technology to our website to provide public access to general information about major construction projects.

Detroit Cable Communications Commission

Currently, approximately fifteen (15) entities are being monitored for compliance with federal, state and local statutes by the Detroit Cable Communications Commission (DCCC). This activity has increased within the past year from a total of seven (7) entities, including Detroit's only cable service provider. Adding the advances in technology to include high-speed Internet and digital cable service, the City of Detroit has to contend with additional subscriber complaints and concerns. To accommodate this development and existing complaints by cable subscribers, the DCCC is seeking to fill the Customer Service Compliance Coordinator position. In addition, to better accommodate the rising production and programming requests, the DCCC is seeking to combine the compliance and programming supervision of the Public, Educational and Government Access channels under one individual. Also, in view of the rising request for quality municipal related original programming, it is our goal to find, outfit, and occupy a new government & educational access studio as soon as reasonably possible. The DCCC is also planning to implement phase II of the website development project that will include streaming video to the Internet, giving Detroit citizens access to timely and important video information.

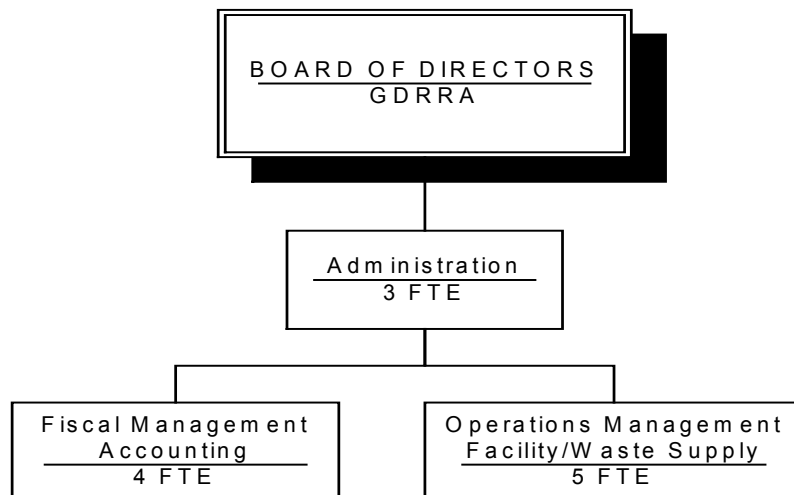
By the year 2003, we plan to relocate the Educational Access Channels, Government Access Channels and all production facilities to a larger more accommodating facility. We are presently looking at several options including the soon to be vacated facilities of WTVS Channel 56. This will be

**DEPARTMENTAL BUDGET INFORMATION
NON-DEPARTMENTAL (35)**

an ideal location for us and it will enable us to further fulfill our mission of providing excellence in education and become a major access conduit to the digital information age through total fiber connectivity. This will give new meaning to the term educational

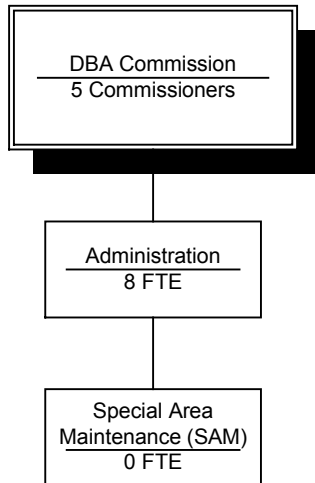
access and provide students, parents, teachers and administrators with the very best in future educational tools and instant access to information on a global scale.

Greater Detroit Resource Recovery Authority

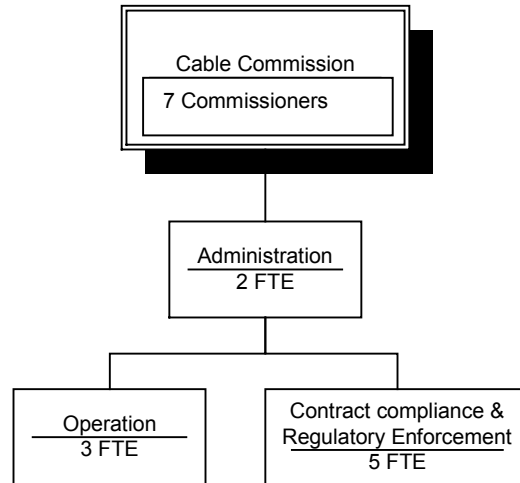


**DEPARTMENTAL BUDGET INFORMATION
NON-DEPARTMENTAL (35)**

Detroit Building Authority



**Detroit Cable Communications
Commission**



PERFORMANCE GOALS, MEASURES AND TARGETS

Greater Detroit Resource Recovery Authority

Goals: Measures	2000-01 Actual	2001-02 Projection	2002-03 Target
Optimize quantity and quality of facility's waste supply: Tonnage received/processed	780,000	800,000	800,000
Optimize quantity and quality of facility's energy products and recovered materials: Pounds of steam sold	2,000,000,000	2,000,000,000	2,000,000,000
Minimize environmental impacts of Authority's waste management actions: Percent of permitted air quality emissions inventory	Less than 20%	Less than 15%	10%
Maximize utilization of progressive management techniques and technology: Percent of staff software proficient	100%	100%	100%

**DEPARTMENTAL BUDGET INFORMATION
NON-DEPARTMENTAL (35)**

PERFORMANCE GOALS, MEASURES AND TARGETS

Detroit Building Authority

Goals: Measures	2000-01 Actual	2001-02 Projection	2002-03 Target
Timely preparation, processing and execution of contract documents:			
Timely prep. of contract documents ¹	109 of 129	150 of 180	180 of 200
Timely execution of Construction/ Professional documents ²	70 of 81	115 of 130	130 of 140
Timely prep.of Contracts Of Lease ³	39 of 48	35 of 50	50 of 60
Complete each project within ascribed budget:	25% Increase	30% Increase	50% Increase
Complete construction projects within timeline requested by contracting department:	20% Increase	25% Increase	45% Increase
Promote client satisfaction by providing the level of technical expertise required for each project:	30% Increase	35% Increase	55% Increase

PERFORMANCE GOALS, MEASURES AND TARGETS

Detroit Cable Communications Commission

Goals: Measures	2000-01 Actual	2001-02 Projection	2002-03 Target
Facilitate the business development and expansion of the cable television and telecommunication industry in the City of Detroit:			
Franchise fees	\$4,972,000	\$5,702,000	\$5,233,000
Monitor franchise compliance to ensure that Federal and State regulations are followed:			
Audits of cable operator	3	1	3
Maximize the use of all public, educational, equipment:			
Playback on Channel 22 (Educational Channel)	12 hours	24 hours	24 hours
Playback on Channel 10 (Government Channel)	12 hours	22 hours	24 hours

¹“Timely” is the percent within three weeks of DBA Board approval.

²“Timely” is the percent prepared and executed within five weeks of DBA Board approval.

³“Timely” is within seven weeks of DBA Board approval.

**DEPARTMENTAL BUDGET INFORMATION
NON-DEPARTMENTAL (35)**

EXPENDITURES

	2000-01 Actual Expense	2001-02 Redbook	2002-03 Mayor's Budget Rec	Variance	Variance Percent
Salary & Wages	\$ 434,876	\$ 3,901,936	\$ 2,276,153	\$ (1,625,783)	-42%
Employee Benefits	213,927,829	2,075,863	1,192,649	(883,214)	-43%
Prof/Contractual	45,075,547	10,778,702	3,866,806	(6,911,896)	-64%
Operating Supplies	(156,813)	284,484	1,567,500	1,283,016	451%
Operating Services	62,114,565	111,071,335	92,183,994	(18,887,341)	-17%
Capital Equipment	64,705,968	34,047,486	33,590,750	(456,736)	-1%
Capital Outlays	2,237,140	-	-	-	0%
Fixed Charges	431,315,390	47,774,363	47,266,071	(508,292)	-1%
Other Expenses	204,819,682	135,704,703	136,766,935	1,062,232	1%
TOTAL	\$ 1,024,474,184	\$ 345,638,872	\$ 318,710,858	\$ (26,928,014)	-8%
POSITIONS	26	36	38	2	6%

REVENUES

	2000-01 Actual Revenue	2001-02 Redbook	2002-03 Mayor's Budget Rec	Variance	Variance Percent
Taxes/Assessments	\$ 607,871,344	\$ 672,356,082	\$ 621,886,388	\$ (50,469,694)	-8%
Licenses/Permits	10,000	20,000	20,000	-	0%
Fines/Forfeits/Penalties	4,661,779	5,000,000	5,000,000	-	0%
Rev from Use of Assets	106,093,554	44,864,671	35,585,000	(9,279,671)	-21%
Grants/Shared Taxes	350,349,271	332,565,000	332,545,000	(20,000)	0%
Sales & Charges	53,505,142	53,847,802	55,029,928	1,182,126	2%
Sales of Assets	50,453,017	23,253,233	22,804,504	(448,729)	-2%
Contrib/Transfers	427,359,794	94,096,543	124,300,992	30,204,449	32%
Miscellaneous	3,193,322	6,700,000	6,600,000	(100,000)	-1%
TOTAL	\$ 1,603,497,223	\$ 1,232,703,331	\$ 1,203,771,812	\$ (28,931,519)	-2%

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NON-DEPARTMENTAL (35)**

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